

Direct Debit Application

This method of payment automatically pays your utility bill direct from your bank account with out the use of paper checks. After signing up for this payment option, you will still receive a utility bill but payment of your utility bill will be handled automatically. Payment will automatically be deducted from your bank account on the due date shown on your bill statement.

Frequently Asked Questions

How do I sign up?

Print this authorization form, fill it out, enclose a voided check and mail this form and voided check to *City of Redmond Attn: Utility Billing PO BOX 97010 Redmond, WA. 98073-9710*

Will I receive a bill statement?

You will continue to receive your statement that will reflect the due date and the amount that will be deducted on the due date.

What if I want to stop this program?

You may cancel your direct debit authorization at any time by notifying us in writing.

Authorization Agreement for Direct Payment

Date: _____

(PLEASE PRINT)

Redmond Utility Acct. No: _____

Name: _____
First Last

Name: _____
First Last

Service Address: _____

Daytime Phone: _____

I hereby authorize the City of Redmond, to automatically withdraw funds from my () **checking** () **savings account** (select one) named below and the Financial Institution named below to pay my utility bills directly to the City of Redmond. I require no additional notices prior to action being taken on this authorization. In the event of an incorrect amount or entry, I authorize the City to reverse this transaction.

Financial Institution

Financial Institution's Address

Checking/Savings Account Number

This authorization is to retain in full force and effect until the City of Redmond has received written notification from me of its termination in such manner as to afford the City of Redmond and Financial Institution a reasonable opportunity to act on it.

Signed: _____

Date: _____

Please include a sample voided check.